

CLAIMS

What is claimed is:

- 1 1. A method for managing documents, comprising the steps of:
  - 2 (a) maintaining a database of documents;
  - 3 (b) determining a due date associated with the documents;
  - 4 (c) monitoring a status of the documents; and
  - 5 (d) generating alerts based on the due date and status of the documents.
- 1 2. The method as recited in claim 1, wherein the documents are selected from  
2 the group consisting of site evaluations & assessments, drawings,  
3 specifications, addenda, purchase orders, contracts, inspections, tests, and  
4 material inventory.
- 1 3. The method as recited in claim 1, wherein the status indicates that the  
2 documents are submitted to the database.
- 1 4. The method as recited in claim 1, wherein the status indicates that the  
2 documents are retrieved.
- 1 5. The method as recited in claim 1, wherein the documents have a plurality of  
2 different formats, and a universal browser is used to view the documents.
- 1 6. The method as recited in claim 1, wherein a log is created indicating a person  
2 and a time associated with edits to the documents.
- 1 7. The method as recited in claim 1, wherein the alerts include electronic  
2 message notifications.

- 1 8. The method as recited in claim 7, wherein a destination of the electronic  
2 message notification is user-defined for each document.
- 1 9. The method as recited in claim 1, wherein the alerts are generated upon  
2 completion of the documents being overdue.
- 1 10. A computer program product for managing documents, comprising:  
2 (a) computer code for maintaining a database of documents;  
3 (b) computer code for determining a due date associated with the documents;  
4 (c) computer code for monitoring a status of the documents; and  
5 (d) computer code for generating alerts based on the due date and status of the  
6 documents.
- 1 11. The computer program product as recited in claim 10, wherein the  
2 documents are selected from the group consisting of site evaluations &  
3 assessments, drawings, specifications, addenda, purchase orders, contracts,  
4 inspections, tests, and material inventory.
- 1 12. The computer program product as recited in claim 10, wherein the status  
2 indicates that the documents are submitted to the database.
- 1 13. The computer program product as recited in claim 10, wherein the status  
2 indicates that the documents are retrieved.
- 1 14. The computer program product as recited in claim 10, wherein the  
2 documents have a plurality of different formats, and a universal browser is  
3 used to view the documents.
- 1 15. The computer program product as recited in claim 10, wherein a log is  
2 created indicating a person and a time associated with edits to the documents.

- 1 16. The computer program product as recited in claim 10, wherein the alerts  
2 include electronic message notifications.
- 1 17. The computer program product as recited in claim 16, wherein a destination  
2 of the electronic message notification is user-defined for each document.
- 1 18. The computer program product as recited in claim 10, wherein the alerts are  
2 generated upon completion of the documents being overdue.
- 1 19. A system for managing documents, comprising:  
2 (a) logic for maintaining a database of documents;  
3 (b) logic for determining a due date associated with the documents;  
4 (c) logic for monitoring a status of the documents; and  
5 (d) logic for generating alerts based on the due date and status of the documents.